अंतर्राष्ट्रीय सहकारिता वर्ष	**GOVERNMENT OF INDIA (भारत सरकार)** **MINISTRY OF RAILWAYS (रेल मंत्रालय)** **(RAILWAY BOARD) (रेलवे बोर्ड)**	International Year of Cooperatives

No. 2026/TG-V/21/53/CTC **New Delhi, Dated:24.09.2026**

The Principal Chief Commercial Managers,
All Zonal Railways

Sub: Review of functioning of Central Ticket Checking Staff Squad.

Ref: (i) Letter no. 2021/TG.V/21/53CTC dated 19.05.2021

The eligibility criteria for ticket-checking staff to work in CTC squad was advised vide letter referred to above. In supersession of the instructions contained in the letter mentioned above, it has been decided that the eligibility criteria for ticket checking staff and CCTS to work in CTC squad will now be as under:-

i. Ticket Checking Staff applying for CTC squad should be in the grade pay of ₹4200/- or above and should have worked for minimum period of three years in the grade pay of ₹4200/- (VIth CPC) and in case of CCTS (Level 6-4200 Grade Pay) shall be eligible to work in CTC squad with 03 years of service in the grade pay of ₹4200/-, with minimum one year experience in Ticket Checking cadre.
ii. Should be up to or below the age of 55 years at the time of application for CTC squad.
iii. Should be clear from SPE, Vigilance and D&AR angle during the last 5 years.
iv. Must be courteous in his behaviour but firm and tactful in dealing with passengers.
v. Should have an aptitude and flair for conducting checks regarding on-board services.
vi. Should have fairly good knowledge of rules and instructions issued from time to time and its application.
vii. Should have an ability to draft and submit brief reports
viii. The staff will be posted in CTC for a fixed maximum tenure of 5 years, without any provision for extension of tenure.
ix. To ensure that fair opportunity of working in CTC squad is provided to all ticket checking staff and CCTS, the maximum number of postings in CTC squad shall be limited to two (2). subject to no other previous posting in Railway Board on any post apart from CTC squad, prior to commencement of second tenure.
x. The cooling off period between two postings in CTC squad shall be fixed as minimum period of 3 years (on any post outside Railway Board) so that fresh talent could be inducted on a periodic basis. This period shall not be waived off.
xi. The total strength of ticket checking staff and CCTS working in CTC squad will be 40.
xii. There will generally be a ceiling limit of maximum of five ticket checking staff/CCTS from one zonal railway, working in CTC squad at a time.

xiii. Detailed review of the functioning of the CTC squad shall be critically done on periodic basis with analysis of the individual performance of squad staff also to ensure more effective functioning.

xiv. Feedback from various zonal railways shall be taken from time to time for deployment of the CTC squad members in desired areas so that necessary assistance could be provided to the Zonal Railways in implementation of policies.

xv. Application of eligible candidates, whenever called for, will be accepted only if forwarded by Principal Chief Commercial Manager of zonal Railway concerned.

2. Necessary instructions may be issued to all concerned accordingly.

24/09/26

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GOVERNMENT OF INDIA (भारतसरकार)
MINISTRY OF RAILWAYS (रेलमंत्रालय)
(RAILWAY BOARD) (रेलवेबोर्ड)
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No.2021/TG.V/21/53/CTC New Delhi, Dated: 19.05.2021

The Principal Chief Commercial Managers,
All Zonal Railways.

Sub: Review of functioning of Central Ticket Checking Staff Squad.

Ref: (i) Letter no. 2003/TG-V/21/ 53 dated 21.04.2015 (CC No. 24 of 2015)
(ii) Letter no. 2016/TG-V/21/53 Policy (P) dated 06.06.2016
(iii) Letter no. 2016/TG-V/21/53/Policy (P) dated 17.10.2016
(iv) 2016/TG-V/21/53/Policy(P) dated 15.02.2018

The eligibility criteria for ticket-checking staff to work in CTC squad was advised vide letters referred to above. In supersession of the instructions contained in the letters mentioned above, it has been decided that the eligibility criteria for ticket checking staff to work in CTC squad will now be as under:-

(i) Should be in the grade pay of ₹4200/- or above and should have worked for minimum period of three years in the grade pay of ₹4200/-- (VIth CPC) in the ticket checking cadre
(ii) Should be up to or below the age of 57 years on the date of notification.
(iii) Should be clear from SPE, Vigilance and D&AR angle during the last 5 years.
(iv) Must be courteous in his behaviour but firm and tactful in dealing with passengers.
(v) Should have an aptitude and flair for conducting checks regarding on-board services.
(vi) Should have fairly good knowledge of rules and instructions issued from time to time and its application.
(vii) Should have an ability to draft and submit brief reports
(viii) The staff will be posted in CTC squad for a fixed maximum tenure of 5 years, without any provision for extension of tenure.
(ix) To ensure that fair opportunity of working in CTC squad is provided to all ticket checking staff, the maximum number of postings in CTC squad shall be limited to two (2), subject to no previous posting in

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Railway Board on any other post apart from CTC squad, prior to commencement of second tenure.

(x) The cooling off period between two postings in CTC squad shall be fixed as minimum period of 3 years (on any post outside Railway Board) so that fresh talent could be inducted on a periodic basis. This period shall not be waived off.

(xi) The total strength of ticket checking staff working in CTC squad will be reduced to 40. It will, however, not affect the existing staff working in CTC squad. These personnel will be repatriated only on completion of their existing tenure. Further applications for working in CTC squad will be called only in anticipation of CTC squad strength falling below 40.

(xii) There will generally be a ceiling limit of five ticket checking staff from one zonal railway, working in CTC squad at a time.

(xiii) Detailed review of the functioning of the CTC squad shall be critically done on periodic basis with analysis of the individual performance of squad staff also to ensure more effective functioning.

(xiv) Feedback from various zonal railways shall be taken from time to time for deployment of the CTC squad members in desired areas so that necessary assistance could be provided to the Zonal Railways in implementation of policies.

(xv) Application of eligible candidates, whenever called for, will be accepted only if forwarded by Principal Chief Commercial Manager of zonal Railway concerned.

2. Necessary instructions may be issued to all concerned accordingly.

VIPUL SINGHAL
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(Vipul Singhal)
Director Passenger Marketing
Railway Board.

Copy to: CCM/PMs and CCM/PSs, all Zonal Railways.